Sales Tax - Under Paid Tax

What must I do if I under paid sales tax owed?

If you under report or under pay the amount of sales tax owed you must file a separate return for the same tax period and write AMENDED RETURN on the top of the form DR 0100 "Colorado Retail Sales Tax Return." The amended return should report the correct amounts for all applicable lines and columns.

Anyone who under reports must file an amended return as soon as possible to avoid receiving a bill sent for the balance and accruing interest and penalty interest. There is a 10 percent penalty on tax owed that is not paid timely.